

DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT

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**IMPORTANT**

February 17, 2006

TO: All Low-Income Home Energy Assistance Program (LIHEAP) Service Providers

SUBJECT: Clarification to the 2006 LIHEAP Contract Amendment I

This letter addresses three areas in your agency's 2006 LIHEAP Contract Amendment I that becomes effective March 1, 2006 and may need clarification:

1. Exhibit B, Budget Detail and Payment Provisions, Section 3. Payment Guidelines and Reporting Requirements, D. Mileage Payment Guidelines: Contractors may request reimbursement for mileage at the rate of \$.77 per mile for each mile in excess of the 60-mile round trip upon completion of a weatherized unit for the initial contract period of January 1, 2006 through February 28, 2006. The reduction of the mileage rate to \$.73 does not become effective until March 1, 2006.
2. Exhibit E, Additional Provisions, 2. Reimbursement Rates for Weatherization and HCS Activities: Contractors may request reimbursement for Duck Leakage Tests when performed with a Blower Door for the initial contract period of January 1, 2006 through February 28, 2006. Effective March 1, 2006, Duct Leakage Tests will be considered a stand alone diagnostic test to be reimbursed only when conducted with a Duct Blaster. Reimbursement for Duct Leakage Tests conducted with a Blower Door will no longer be an option as of March 1, 2006.
3. Exhibit E, Additional Provisions, 2. Reimbursement Rates for Weatherization and HCS Activities: The weatherization measures receiving rate adjustments during the Amendment I process will be retroactive to January 1, 2006.

We recognize that the above clarifications affect both the LIHEAP reporting forms and EARS, and therefore, both have been adjusted accordingly to allow for appropriate reporting and contractor reimbursement.

A copy of this notice will be faxed to all LIHEAP Service Providers and will be posted on CSD's website at <http://www.csd.gov> (under "Contractor's Use Only"). If you have any questions regarding the above clarification, the reporting forms or EARS, please contact your Field Representative.

Sincerely,

WENDY WOHL
Acting Director